



Sidney Job Service Employers' Committee

Meeting Minutes

January 25, 2007

Employers Attending

Sharon Nelson	Sidney Sugars
Henry Johnson	Richland County Commissioner
Leslie Messer	Richland Economic Development
Lisa Brittingham	Office of Public Assistance
Renee Goss	Sidney Public Library

Job Service Staff Attending

Vernette Torgerson

Minutes from last meeting:

Leslie moved, Lisa seconded a motion to accept the last meeting minutes. Motion carried.

Treasurer's Report

Sharon reported the checking account as of 12/26/06 has a balance of \$2523.95 and the savings account as of 11/30/06 has a balance of \$603.47.

Old Business

Steve Beck seminar:

Location – Three options are currently available for the seminar. The Moose was requested to put in a bid for the building and food. They contact Vernetta regarding the food however have not turned in a bid for either. The Assembly of God Church has seating and we could do the food. However we would need to haul tables and chairs and set up the event. The Elks is able to handle the seating and it is our understanding they will set up the tables and chairs. Also Judy from Judy's Catering has offered to work with our budget. It was determined to go with the Elks and offer Judy training of her staff in exchange for food services.

Time – Morning time is set for 8 am to 12 noon. The afternoon was decided to leave at 1pm to 5pm.

Committees – By going with the Elks it was determined there is no need for a Food or Set Up Committee. Registration will be handled by the Sunrise Ambassadors. The plan is to have registrations alphabetized by business with attendees books, receipts, pens and name tags attached prior to registration. Sharon and Lisa volunteer to print name tags.

Necessary items –

Pens – JSEC members will try to get pens from local businesses.

Flip Chart – Renee will bring the one from the library
PA System – Elks has
Name Tags – Sharon and Lisa will take care of.
Projection Screen – Elks has and Job Service will bring theirs if needed.

Motel – It was decided we would cover the cost of Steve Beck’s motel room, like last time.
Vernette was also given approval to work something out with the hotel if they would provide the room.

Leslie’s group has offered a sponsorship for \$150 to the JSEC for this event.

Refunds- Refunds were discussed and it was decided to not offer a refund for the event.
However substitutions will be allowed.

Brochure – A draft brochure was passed around. A few changes will need to be made and then it will be ready to send out.

Final dates for the event will be:
March 19th, Monday Part I all day SHC employees
March 20, Tuesday Part I 1pm to 5pm
March 21, Wednesday Part II 8am to 12 noon and 1am to 5pm

Attendees must attend Part I before doing Part II.

New Business

Election of Chairperson – Vernetta initiated discussion regarding electing a Chairperson. As coordinator she has currently been acting as Chair also. Since the other staff in the office are temporary staff, it would be more efficient to have a Chair in the event Vernetta is alone in the Sidney office. This decision was tabled for the next meeting.

JSEC conference - Vernetta passed around the agenda for the State JSEC Conference in Bozeman and the information for one of the speakers. In order for a JSEC Coordinator to attend this event a member from the local JSEC will also need to attend. Leslie will not be able to attend this event. Others were not sure of their schedules.

By-Laws- It was requested that Vernetta resend the by-law drafts. This was approached at a previous meeting and tabled. Vernetta has requested that the drafts be reviewed. Discussion occurred that for recruitment to be effective the by-laws should be finalized.

Recruitment – Discussion occurred around expanding the group. Currently the size works well for decisions and discussion purposes. However having more members may take burden off to have a full group at every meeting. It would also provide more members to accomplish the tasks at hand. It was decided before adding members we should vote on by-laws.
Lisa will be bringing a potential new member to the next meeting, Zadena Kingland of the WORC program

One Stop – Vernetta handed out the One stop information to members. She gave a brief explanation and requested members to review. If they are interested the last page of the white copy needs to be signed and returned to Job Service.

Future Trainings – Did not get to this agenda item

Next Meeting To be determined at a later time.